

STATE OF NEW MEXICO

Request for Proposals for A/E Services to the Dept. of Public Safety
 District 7 Building, Española, NM
 RFP #14-350-0050-5504
 July 25, 2014

29 July, 2014

Vanessa LeBlanc, Procurement Agent
State of New Mexico
State Purchasing Division
2542 Cerrillos Road, T-187 Building
Santa Fe, New Mexico 87505



Re: RFP #14-350-0050-5504 – Department of Public Safety District 7 Building, Española, NM

Dear Ms. LeBlanc and Selection Committee Members:

The Design Group is pleased to submit the following proposal to provide architectural and engineering services for a new Department of Public Safety facility in Española. We are very excited to continue our relationship with the State of New Mexico. We offer a highly qualified team with recent experience in public safety building design and we are motivated to bring thoughtful, fresh and innovative design to your project. Bridgers & Paxton, our MEP Engineers, provided the original mechanical and plumbing services for the building, and have unique knowledge of systems for countless public safety facilities. Our team members have provided similar services to clients across the state.

The Design Group offers the following advantages to the State of New Mexico:

- Extensive, Progressive, and Successful Experience with Government clients
- Our team members have worked on related projects, including the recent DPS Texico POE feasibility study, Los Alamos County Jail/Police/Judicial Complex, APD Crime lab, GSA Land Ports of Entry, Rio Rancho City Hall, several court remodels, FBI Computer Forensics Lab, and the Wheeling, IL Municipal Center
- One of the few firms in the state to offer in-house civil engineering and Interior Design services – Both critical to the success of your project.
- Incorporation of evidence based design principals – our goal for your new facility will be to help reduce stress for your staff while creating a pleasant, professional, flexible, sustainable, collaborative work environment.
- Proven Project Management System that gives you:
 - Cost Control – Stretching budget dollars to get the most for your money.
 - Schedule Control – Keeping on schedule and allowing the building to be occupied during construction.
 - Quality Assurance managed by senior team members.
 - Leading edge Building Information Systems (BIM) technology utilizing Revit 3D modeling software
 - Alignment of all team members with project goals.
 - Continuous responsive service that results in client satisfaction.

100% of the work will be performed by valid resident businesses. Our valid Resident Business Certificate number is L2042879552.

We acknowledge Amendments #1 and 2.

I, Doug Majewski, Principal and CEO of the Design Group, am authorized to contractually obligate the business for the purpose of this RFP. We hope that we will have the opportunity to further demonstrate our desire and capability in the interview process. Please feel free to contact me at (505) 242-6880 with any questions you may have regarding this RFP. We appreciate the services that the Department of Public Safety provides for our community.

Sincerely,
The Design Group

A handwritten signature in black ink, appearing to read 'Doug Majewski'.

Doug Majewski, AIA, NCARB
Principal Architect, CEO

THE HARTMAN + MAJEWSKI
DESIGN GROUP
Architects • Engineers • Interior Design
Planners • Urban Designers • LEED®

120 Vassar Dr SE Suite 100
Albuquerque New Mexico 87106
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TABLE OF CONTENTS

SECTION A1:	Specialized Design	1
SECTION A2:	Evidence of Understanding of Scope	6
SECTION A3:	Past Record of Performance	13
SECTION A4:	Proximity.....	14
SECTION A5:	Capacity and Capability	15
SECTION A6:	Organizational References	19
SECTION A7:	Volume of Work.....	20
SECTION B:	Business Specifications	

A1. SPECIALIZED DESIGN

Our Vision – The Design Group is a courageous collaborative of empowered individuals recognized for innovative and responsible design that serves to strengthen communities.



120 Vassar Drive SE, Suite 100 | Albuquerque, New Mexico 87106 | p: 505.242.6880 | f: 505.242.6881 | www.designgroupnm.com

The Design Group consists of:

7 Registered Architects

1 Licensed Professional Civil Engineer

1 Licensed Interior Designer

5 LEED Accredited Professionals

7 Project Managers

8 Designers

4 Project Coordinators

23 Total Full Time Employees

**some employees apply to more than one category*

THE HARTMAN + MAJEWSKI DESIGN GROUP is a full service Architecture, Planning, Engineering, and Interior Design firm located and licensed in Albuquerque, New Mexico. We are registered as a State of New Mexico Resident Business (#L2042879552).

Our team includes licensed professionals in architecture, planning, engineering, interior design, and LEED® Accredited Professionals. We have produced significant, award-winning civic, healthcare, education, and commercial projects. We offer our clients a shared commitment to design excellence, technical expertise and meticulous project management.

Our success as an ideas-based firm, specializing in superior service, is evidenced by our many valued repeat clients. The team proposed for your unique and important project will be the same team in charge of all phases of the work from design through construction and warranty. No handoffs will be made to people not invested in the Vision and Goals of the General Services Department and Facilities Management Division.

Along with Design Group's six principals, we bring a team of proven professionals with current government, masterplanning, interior design, and phased project experience, as well as a successful record of working together to meet challenging schedules and budgets.

THE HARTMAN + MAJEWSKI DESIGN GROUP is proud of the work we've accomplished with the State of New Mexico, and look forward to the opportunity to continue our relationship.

CONTACT INFORMATION
Doug Majewski, AIA, NCARB
Principal Architect, CEO

dmajewski@designgroupnm.com
505.242.6880

A1. SPECIALIZED DESIGN

APPROACH TO LIFE CYCLE MAINTENANCE

The initial dictating factors on approach for energy modeling and life-cycle assessment concern the budget and the client's expectations. Every client has varying thoughts of how a building should operate and on the systems they want; plus, how they expect the space, building, or facility to function.

Mechanical

As a design team we identify systems which will meet the expectations of the client and would work within the design parameters of the project. These systems are presented to the owner and if acceptable analysis is performed based on American Society of Heating Refrigeration and Air conditioning Engineers (ASHRAE) as outlined in Chapter 35 "Energy Use and Management" and Chapter 36 "Owning and Operating Costs" of HVAC Applications 2007 edition. The design team then goes over the results of the analysis, identifies any additional relevant information, and as a team the systems are selected and the design proceeds.

Electrical

There usually are several solutions to the lighting and distribution needs of a facility or space each with varying energy usage and costs. We would work with the State to:

- Select an affordable distribution system to minimize voltage drop and power loss, and to work with the space available.
- Select an affordable lighting and lighting control system that is best suited for the application. Use of LED and other high efficient light sources are readily available if their cost is not prohibitive.
- Provide sources of green power generation, such as Photovoltaic or wind powered systems.

APPROACH TO 24-HOUR OPERATIONS

The Design Group has significant history with 24-7 operations and has completed hundreds of projects with this operational model. Our Land Port of Entry facilities with the General



Christus St. Vincent Regional Medical Center, Santa Fe, NM

Services Administration (GSA) are designed to be capable of sustaining a 24-7 schedule, although the actual operational hours of each site are determined the Department of Homeland Security on an individual basis.

The most significant example of our expertise in 24-7 operations is with our healthcare work. We have completed hundreds of hospital projects that remained occupied during the project duration.

Our critical care projects have all been successfully planned to accommodate phased construction while the unit was occupied. At these facilities, expert handling of construction issues literally becomes a matter of life and death for patients.

Additionally, we have completed several inpatient and outpatient 24-hour psychiatric patient units, and master planned and designed trauma units for many of our clients, including Lovelace Healthcare, Christus St. Vincent Regional Medical Center, and Miners' Colfax Medical Center.

A1. SPECIALIZED DESIGN

POLICE FACILITY DESIGN

The Design Group recently completed a feasibility study for the New Mexico Department of Public Safety (DPS), for the Texico, NM Port of Entry. The study was conducted to determine if improvements could be completed at the current POE or if a new facility should be considered at an alternate location, and to determine how to best meet their funding and mission goals.

In addition to our firm's direct experience with the DPS, we have several individuals on our team who have police facility experience outside of our firm. Doug Majewski, our proposed Principal in Charge, worked on the Wheeling Municipal Center in Wheeling, Illinois. The center included police, jail, fire department, emergency communication center, and city offices. Alana Marrazzo, our proposed Interior Designer, worked on the Los Alamos County Jail/Police Station/Judicial Complex. Mark Wade, our Proposed Project Manager, worked on the Albuquerque Police Department Crime Lab.

The Design Group's related experience includes:

- Land Ports of Entry, U.S. General Services Administration (GSA) & the Department of Homeland Security (DHS):
 - Hidalgo, TX
 - Tornillo-Guadalupe, TX
 - Columbus, NM
 - Santa Teresa, NM
- GSA First Impressions Program, lobby and entry security remodels, Various Locations, TX
- U.S. Alcohol Tobacco & Firearms (ATF) facility remodel, Lubbock, TX
- Federal Bureau of Investigations (FBI) New Mexico Regional Computer Forensics Laboratory, Albuquerque, NM
- Customs & Border Patrol facility expansion, Alamogordo, NM
- Immigration and Customs Enforcement, Harold Runnels Federal Building, Las Cruces, NM



DPS Texico Port of Entry, aerial view.



GSA First Impressions, JJ "Jake" Pickle Federal Building security station, Austin TX

- U.S. Probation facility remodel, Harold Runnels Federal Building, Las Cruces, NM
- U.S. Pre-Trial Services facility assessment, Historic Federal Courthouse, El Paso, TX
- FBI facility assessment, U.S. Historic Federal Courthouse, El Paso, TX
- U.S. Marshal Squad Room and Task Force offices, Pete V. Domenici Federal Courthouse, Albuquerque, NM
- Rio Rancho City Hall, Rio Rancho, NM
- University of New Mexico (UNM) Psych Emergency Services facility, Albuquerque, NM
- Lovelace Health Care, proposed Correctional Medical Unit, Albuquerque, NM

These projects include secure evidence rooms; search, seizure, and detention facilities; canine officer facilities; sally ports; bond release corridors; locker rooms; 24-hour operations; and administrative offices.

A1. SPECIALIZED DESIGN

BRIDGERS & PAXTON CONSULTING ENGINEERS

LOS ALAMOS/WHITE ROCK PUBLIC SAFETY COMPLEX White Rock, New Mexico

Bridgers & Paxton (B&P) are the MEP engineers for an approximately 23,700 square-foot, single-story new construction to house McKinley County Metropolitan Dispatch Authority (MCMCA), Office of Emergency Management (OEM) and Emergency Operation Center (EOC).

The \$8M project will consolidate McKinley County metropolitan dispatch authority, State Police Dispatch, 911 communications, emergency operations center and the Office of Emergency Management. The secured facility will centralize dispatch, EOC and EMC areas, with administrative and support areas, equipment rooms, restrooms, locker/weight rooms, kitchen, special training/meeting center, data & IT rooms, and exterior storage for equipment trailers, ATVs, Polaris rangers, and a mobile command unit. The project is scheduled for completion in 2015.

STATE OF NEW MEXICO DPS DATA CENTER UPGRADES Santa Fe, New Mexico

B&P were the MEP engineers on this 1,385 SF upgrade project. The project was a highly complex major renovation of a highly critical active Tier 3 data center. We provided the engineering evaluation of the status of the infrastructure support as well as report reviews of the life safety, electrical, HVAC, & plumbing systems to determine the capacity, growth, reliability, and single points of failure with the purpose of identifying upgrades which ensures continued uninterrupted use.

STATE OF NEW MEXICO DPS STATE POLICE FORENSICS LAB Santa Fe, New Mexico

The forensic crime lab project included office space, administration and analytical spaces, chemical processing areas, DNA/Serology area, computer lab, firearms forensic areas, chemical storage, evidence storage, vehicular evidence processing areas and (garage bays and lifting equipment. The project completed in 2009.

BRIDGERS & PAXTON RELEVANT PROJECT LIST

- Eddy County, North Office Building (Sheriff), Artesia, NM
- Eddy County Sheriff's Office Complex, Carlsbad, NM
- San Juan County, Sheriff Office Building Addition, Farmington, NM
- Pueblo of Sandia, Tribal Police Headquarters, Pueblo of Sandia, NM
- McKinley County, Communications Complex (Police & 911), Gallup, NM
- McKinley County Law Enforcement Building (Fire & Police), Gallup, NM
- Cibola County Judicial Complex, Sheriff Offices, Grants, NM
- Kewa Pueblo Safety Complex (Fire & Police), Kewa Pueblo, NM
- Artesia Public Safety Complex, Technology Design Services, Artesia, NM
- City of Albuquerque, Public Safety Communications Center, Albuquerque, NM
- Bernalillo County, Annex Building Modifications/Upgrades (Sheriff), Albuquerque, NM
- State of New Mexico, John F. Simms Jr. Building (911/State Disaster Recovery Data Center Reliability), Santa Fe, NM
- City of Colorado Springs, Police Operations Center Call Center Upgrades, Colorado Springs, CO

A1. SPECIALIZED DESIGN

DESIGN CONCEPTS

We understand what it takes to create an innovative, efficient, and secure facility that brings operational cost savings to our clients and pleasant work environments for their employees.

Three important concepts to keep in mind for your District 7 facility are:

- Office sharing/hoteling offices,
- Efficiency, and
- Sustainability.

In addition to meeting the technical program requirements of a police station, we will also take the wellbeing of officers and staff into consideration in our design. The concepts of -

MINDFULNESS - staying engaged

BELONGING - connecting to others

MEANING - a sense of purpose

VITALITY - engaging teamwork environments

are crucial to sustaining any workforce. We believe that high security facilities can be balanced with a pleasant work environment, including controlling glare and creating access to natural day light.

Our headquarters building, while not a police station, demonstrates several of these innovative ideas, which we would intend to incorporate into your project.

THE DESIGN GROUP HEADQUARTERS

Albuquerque, New Mexico

Originally built in 1957, the DG Headquarters Building was a vacant mid-century office building in need of an extreme makeover. The building was purchased in 2010 as the future home of the Design Group's growing Architectural and Engineering practices. After searching the entire metro area for suitable sites, this building was selected due to its strong mixed use neighborhood location, potential for a meaningful sustainable design, adjacent alternate transportation options, energy efficiency and day lighting potentials and flexible space.



Design Group Headquarters, exterior



Collaboration Room

With the addition of a new entry and elevator core, new glazing and green interiors throughout the building has been transformed into a 14,000 square foot, state of the art studio and conference center.

The work studios glow with controlled natural light and LED lamps throughout. Adjustable stand-up/sit down desks relieves physical stress from sitting too long in one position. Other features include new PV rooftop panels that supply over 30% of our electrical energy needs and cisterns that harvest roof water for irrigation.

The project was recently awarded a LEED® Platinum certification - one of the few office buildings in the Southwest to receive the U.S. Green Building Council's highest honor.

A2. EVIDENCE OF UNDERSTANDING SCOPE OF WORK

KEY PROJECT ELEMENTS

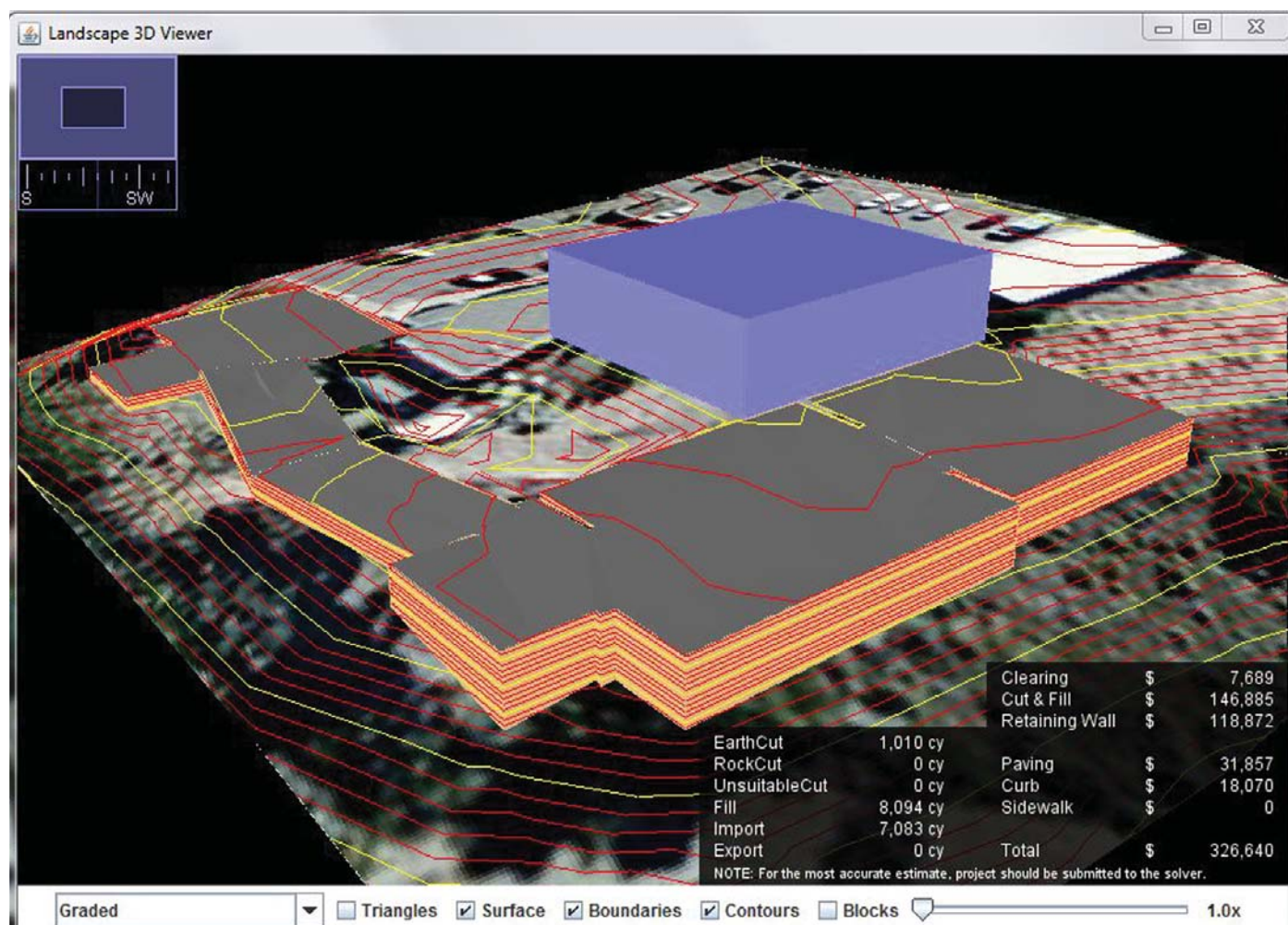
Based on the proposed scope of work and our attendance at the site visit, we have carefully reviewed and considered the key elements of the District 7 facility project. The project will include the demolition of the existing facility, with the exception of the Radio Communication Tower, which will remain operational.

The new facility will place an emphasis on accessibility and security, and will need to work within the context of the site.

CHALLENGES & RISKS

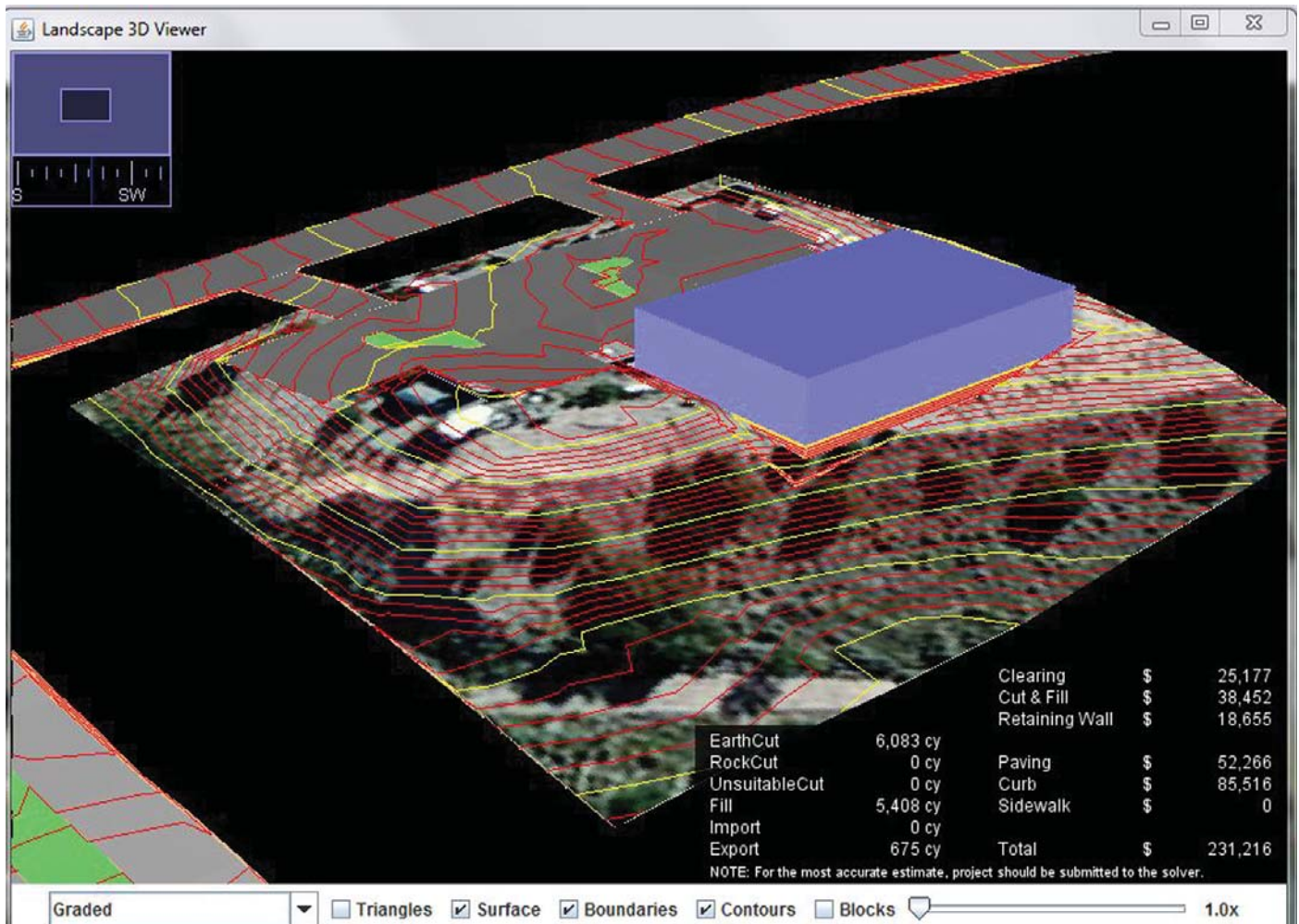
The Design Group leverages the latest in site evaluation software to quickly and definitively evaluate multiple site alternatives, as shown in the following examples.

Starting with preferred design, provided with the RFP, the site improvements would cost approximately \$340,000.



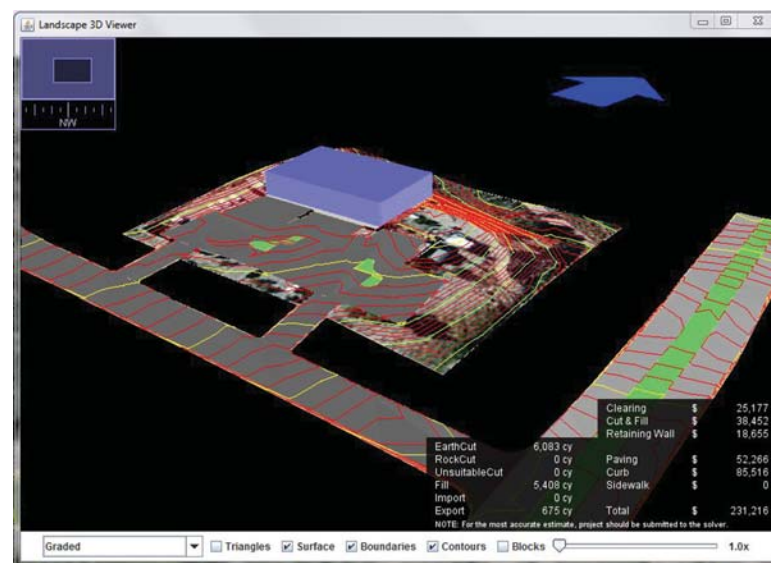
Site Option 1

A2. EVIDENCE OF UNDERSTANDING SCOPE OF WORK



Site Option 2

A second option is to remove both of the existing buildings and replace them with a new consolidated 10,000 sf facility, but this would require relocation into swing space during the construction period.

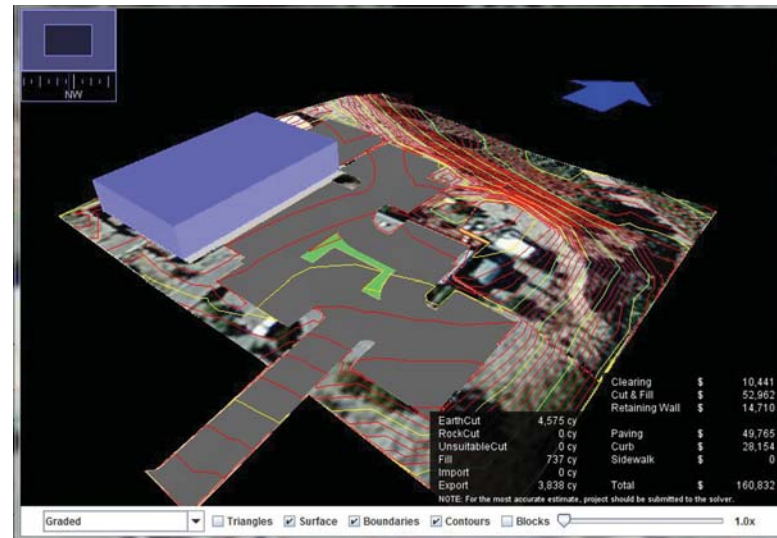


Option 2, northwest view

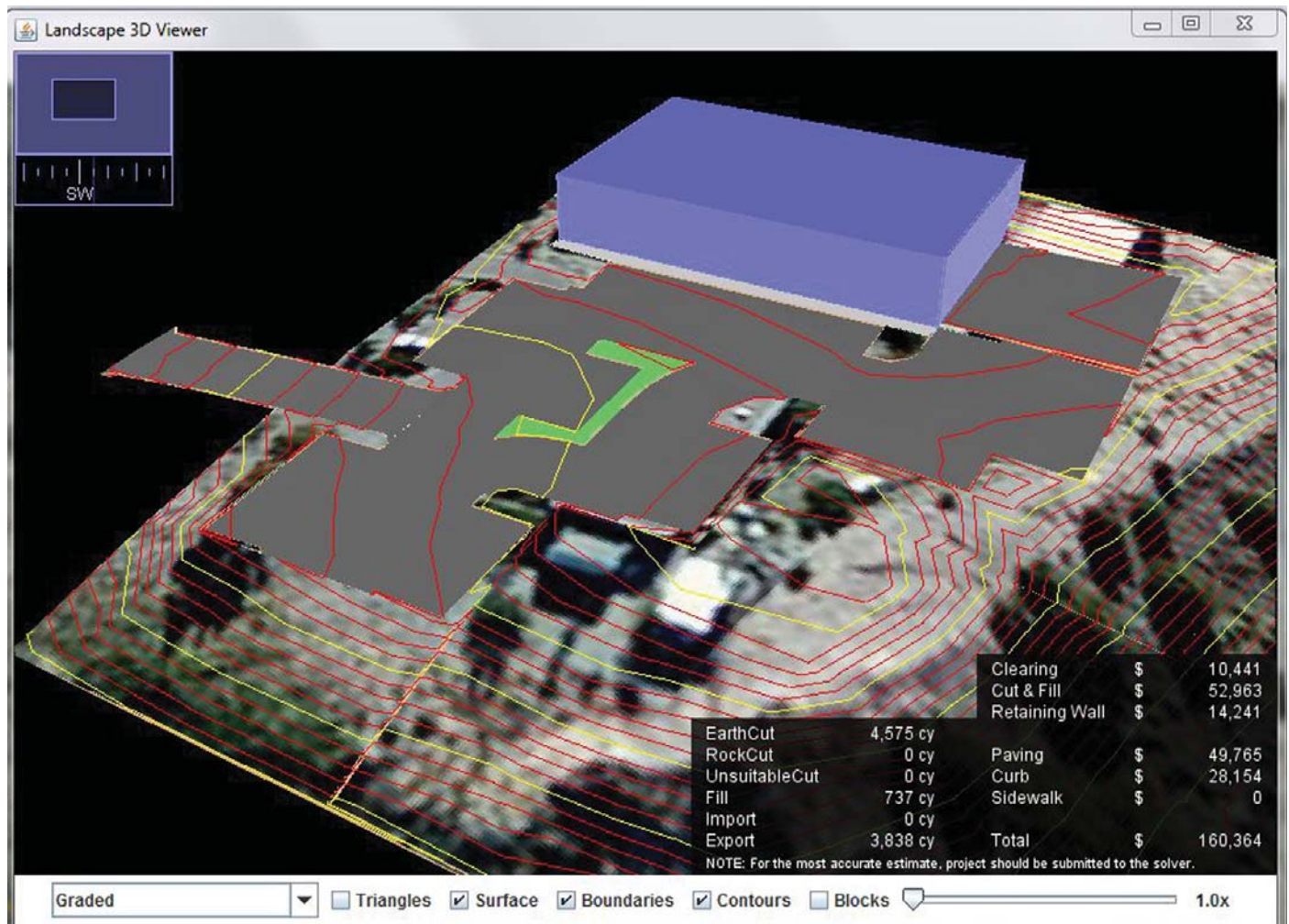
A2. EVIDENCE OF UNDERSTANDING SCOPE OF WORK

A third option could leave the existing buildings operational during the construction. After moving into the new facility, the existing buildings would be removed and the parking reconfigured to optimize security and available parking.

Option 3 is approximately \$160,000 while providing separated areas for public and secure parking, and setting the sally port in a secondary confinement area within the secure parking.



Option 3, northwest view



Site Option 3

A2. EVIDENCE OF UNDERSTANDING SCOPE OF WORK

All of the previous conceptual site designs were prepared in software that is cost driven. Each of the images displays a total cost estimate at the bottom right. The software evaluates each site option and the anticipated cost is provided in real time, based on user provided and tailored unit cost data, allowing the designer to make an informed decision based on site geometry.

The software can then create files that can be opened with Google Earth to show the facility on the site. This allows owners and their development team to visualize their project on real world topographical and aerial imagery.

CREATIVE ENGINEERING MANAGEMENT

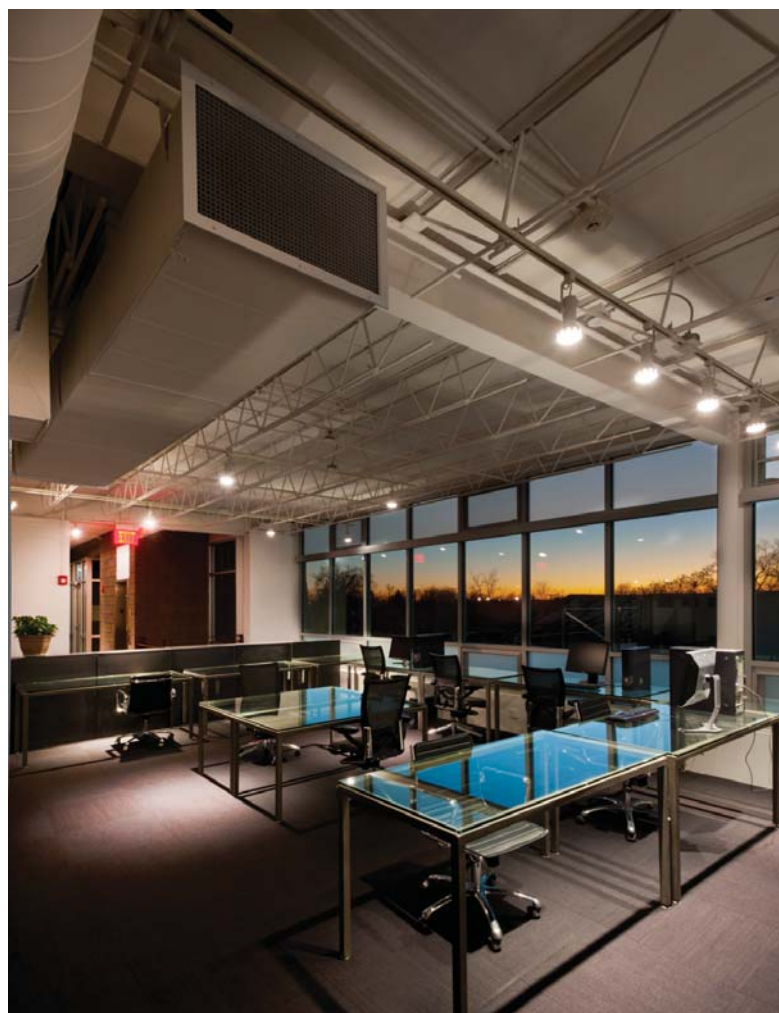
Our own Headquarters building is LEED® Platinum Certified, which means that we understand how to manage the engineering and design of a facility to get the most efficient and sustainable building possible.

Our approach to successful projects involves developing a quality assurance team early in the design process and sharing the State's mission and design intent with them.

Once the team is established, we will develop a work plan that identifies all major tasks by discipline, including deliverables and a schedule. This plan will be developed from your goals and will be agreed upon by the entire team. We help all disciplines identify their scope of work and confirm their contractual commitment to all tasks.

The work plan will be monitored at weekly design meetings where the status of each task is reported by all consultants, and updates and corrections are made to keep the project on track. At every milestone we will create a definable list of deliverables for each discipline. We will review all early packages and provide written reports to the team.

Regularly scheduled team meetings will confirm what needs to be completed by the



Design Group Headquarters, Second Floor Studio, Albuquerque, NM

next meeting so that every consultant can be monitored on a weekly basis. Each milestone package will be reviewed by our quality assurance team, and checklists completed and submitted, confirming the results of the reviews. We also conduct internal design reviews at every milestone so the project can benefit from the entire team's expertise.

During the construction document phase the documents will be reviewed with our proprietary "lessons-learned" lists that identify common coordination and design mistakes, as well as areas that have traditionally been identified by the change order artists employed by many low bid General Contractors. These lists include basic constructability issues that help ensure that design decisions deliver the greatest value to the State.

A2. EVIDENCE OF UNDERSTANDING SCOPE OF WORK

RELEVANT DESIGN SOLUTIONS

GENERAL SERVICES ADMINISTRATION LAND PORTS OF ENTRY New Mexico & Texas

The Design Group has worked with the U.S. General Services Administration (GSA) on projects throughout New Mexico and Texas, most notably on Land Port of Entry facilities and on the GSA's First Impressions program. The primary goal of First Impressions is to improve the public's perception and experience of Federal buildings while removing clutter and streamlining security.

Santa Teresa, NM

As part of an ID/IQ contract with GSA, The Design Group provided Construction Management Advisor services for the design and construction of the partial port expansion and remodel at the Santa Teresa Land Port of Entry facility. The project includes a new dog kennel, export facility, additional commercial inbound lanes, expanded vehicle inspection area and an increased pedestrian processing area. Also included are building sustainability strategies that will result in a LEED® Gold Certified project.

Columbus, NM

The Design Group provided Construction Management Advisor (CMA) services for GSA on the approximately \$40 million Land Port of Entry project in Columbus, NM. The project consists of 14.7 acres and 46,000sf of buildings, including an administrative building, commercial inspection facilities, primary and secondary inspection canopies, and associated inspection facilities. The project is required to be LEED® Silver, and is anticipated to be designed under a Net Zero Energy directive, making Columbus LPOE the first of its kind.

Hidalgo, TX - Feasibility Study

The Design Group completed a feasibility study for the redevelopment of the 2nd busiest US/Mexico Land Port of Entry facility at Hidalgo,



US Federal Building, San Antonio, TX - Entry & Security Rendering



Santa Teresa Land Port of Entry, NM

Texas, for the Department of Homeland Security. Scope included site and building assessments, multi-agency asset, space, and infrastructure needs, programming, site development, project phasing, and budget requirements.

Tornillo, TX - Program Development Study

The Design Group completed an in-depth study for a new, replacement Land Port of Entry along the Texas-Chihuahua border. Work was completed under a Program Development Study (PDS) which provided research and recommendations pertaining to GSA's current security and design criteria. Space planning and logistic proximities related to staff, visitors, and facilities were developed in order to generate project cost estimates. The project documentation required extensive coordination with different government agencies to outline exact needs and operations at the LPOE.

A2. EVIDENCE OF UNDERSTANDING SCOPE OF WORK



**SANTA FE HISTORIC
COURTHOUSE HVAC
RENOVATIONS**
Santa Fe, New Mexico

The Santa Fe Historic Courthouse is a historic gem built in Greek Revival style near downtown Santa Fe, New Mexico constructed between 1853 and 1930. The building had cooling added to the courtroom and other spaces, but lacked appropriate mechanical cooling and code required fresh air into the majority of existing spaces. The Design Group was hired to assess the building systems and recommend upgrades and replacement systems to the air systems in place while maintaining the historic nature of the building.

"The Design Group and their consultants were exceedingly easy to work with throughout the design process. [They] provided excellent service in terms of timely response and support."

*Sylvia Chinworth, Contracting Officer
General Services Administration*



RIO RANCHO CITY HALL
Rio Rancho, New Mexico

A cornerstone to a new City Center for the City of Rio Rancho, the new City Hall consolidates several existing facilities into single new 58,000 sf state of the art City complex. The project bid in 2007, and despite a volatile construction market, was delivered on budget.

Building amenities include a patina surfaced metal façade and energy efficient glass atrium and lobby. Naturalistic components include large boulders that lead visitors from the street curb through the lobby to the rear parking lot.

The new City Council chambers opens onto a new plaza and reflecting pool shared by adjacent mixed use development.



**GSA RUNNELS FEDERAL
BUILDING TENANT
IMPROVEMENTS**
Albuquerque, New Mexico

The Design Group was commissioned by the General Services Administration (GSA) to produce a feasibility study to help guide the planning and funding of the renovation of the Harold L. Runnels Federal Building in Las Cruces, New Mexico.

The Feasibility Study paved the way for the backfill of the building with the DHS-ICE, U.S. Probation, U.S. District Courts, U.S. Marshals, and U.S. Bankruptcy Courts agencies. These projects took an underutilized and non energy efficient GSA facility, and upgraded many of the building infrastructure systems, replaced HVAC and lighting controls, replaced windows, and provided state of the art office facilities in a prime downtown location close to the community these agencies serve.

A2. EVIDENCE OF UNDERSTANDING SCOPE OF WORK

CONTROL OF THE DESIGN TO MEET MACC

The Design Group understands the pressures of initial cost constraints when faced with limited budgets, but have always found that good, accurate information can help clients like you make great, cost effective decisions about long term permanent facilities. We have the team that is experienced and qualified to present accurate information early on in the design process so you can make the right decisions.

The Design Group uses a project task summary spread sheet to develop and maintain all costs during the project. In order to effectively manage construction cost budgets, we utilize a time-proven program which monitors and provides for adjustment of budgeted construction costs during the design phases. It consists of:

- A baseline budget estimate derived from the programmed design criteria and conceptual design
- Bi-monthly review of cost adjustments
- A budget with line item costs for each discipline
- Design evaluations at each update elicits action from each discipline

Our team is well versed in the practical application of MEP systems and equipment. MEP systems must be designed to be flexible to accommodate changing and evolving programs, maintainable so maintenance budgets are not impacted, easily serviceable, and energy efficient to maximize today's shrinking energy dollars. Total costs can be compared and various systems values weighted. We feel this is an interactive process that must take into account the many needs of the owner and users.

The project team (owner, users, architect, and engineers) need to establish clear goals, guidelines and priorities in the early phases of the project, so design can follow function. The Design Group is committed to these ideals and this process.



Principal-in-Charge Doug Majewski, on site with client

"On a tight budget, the Hartman+Majewski Design Group team delivered a design solution that fulfilled the user agency's vision of providing a show-case substance abuse facility. ... The design-build process resulted in cost efficiencies and allowed the project to move along at a quick pace. This facility is well on track to meet its requirement of achieving LEED Silver certification, another one of the firsts for our Department."

Lemoyne F. Blackshear, Former Staff Architect, Property Control Division, State of New Mexico

"Because the Design Group had such expertise in coordinating and designing of the project, I had immediate confidence in their team. Their expertise resulted in a high-quality building that is a beautiful, creatively designed building, on budget and completed on schedule."

*Patricia Carrasco, Practice Administrator
Southwest Gastroenterology Associates*

A3. PAST RECORD OF PERFORMANCE

LAST FIVE COMPLETED CONSTRUCTION PROJECTS

Final pay applications for the following projects can be found at the end of this proposal.

HIDALGO MEDICAL SERVICES, SILVER CITY, NM

- Owner's Budget: \$6,843,295
- Final Cost Estimate: \$7,704,767
- Change Orders: \$851,701.52; Owner requested scope changes including an emergency generator and exterior patio.
- Project Challenges: Effectively utilizing and managing designated federal, state and local grant monies with specific caps and timetables for completion; Carefully developing a tight, urban site situated next to Silva Creek; Creative design and construction solutions utilized to preserve the site's environment and to obtain regulatory approvals
- Contact: Carla Lindhartsen, Compliance Coordinator, 575.534.1140 ext. 292

DESIGN GROUP HEADQUARTERS BUILDING, ALBUQUERQUE, NM

- Owner's Budget: \$2,100,000
- Final Cost Estimate: \$2,100,000
- Change Orders: None
- Project Challenges: Initially planned as a partial remodel, further studies indicated need for wholesale replacement of all MEP systems, roof, storefronts, and interior finishes.
- Contact: Greg Hartman/Doug Majewski, 505.242.6880

CHRISTUS ST. VINCENT REGIONAL MEDICAL CENTER LOBBY REMODEL, SANTA FE, NM

- Owner's Budget: \$448,684
- Final Cost Estimate: \$1,478,735
- Change Orders: \$1,030,051.24; Owner Requested Scope Changes that significantly increased the scope of the collaborative project that was completed in a design-build method due to aggressive schedule, and minor hidden conditions in this existing building build in the mid -1970s with limited existing documentation
- Project Challenges: Tight schedule, construction began before design was complete, requiring close coordination of team and owner; construction access was limited and facility remained in operation for the duration; construction site had to be clean, secure, and easy to navigate at all times.
- Contact: John Brothers 505.913.5204

LOS LUNAS SUBSTANCE ABUSE CENTER, LOS LUNAS, NM

- Owner's Budget: \$7,900,000
- Final Cost Estimate: \$8,526,956
- Change Orders: \$157,279; Owner Requested increase in scope that included kitchen equipment
- Project Challenges: Constrained budget; fast-tracked schedule; flood plain issues
- Contact: Clay Gatewood 505.260.0811

UNM MITCHELL HALL, ALBUQUERQUE, NM

- Owner's Budget: \$6,400,000
- Final Cost Estimate: \$6,400,000
- Change Orders: \$875,287; Owner added scope due to unforeseen conditions
- Project Challenges: Aggressive schedule and accelerated design process, beginning with 3-day charette process; unforeseen conditions uncovered during selective demolition
- Contact: Marvin Martinez 505.277.2236

A3. PAST RECORD OF PERFORMANCE

ABILITY TO MEET SCHEDULE & BUDGET

The Design Group develops a Critical Path schedule for all entitlement, planning, design, and construction phase tasks soon after any work begins on a new project, and will be developed as required. This schedule will become the basic management tool for all project activities including significant stakeholder input, and plan review and approval events. Deliverables will be identified at each milestone. All changes to the schedule are tracked and the impact to the critical path is communicated to the entire team. Ideas that mitigate negative impacts to the schedule can be discussed and implemented.

Budget

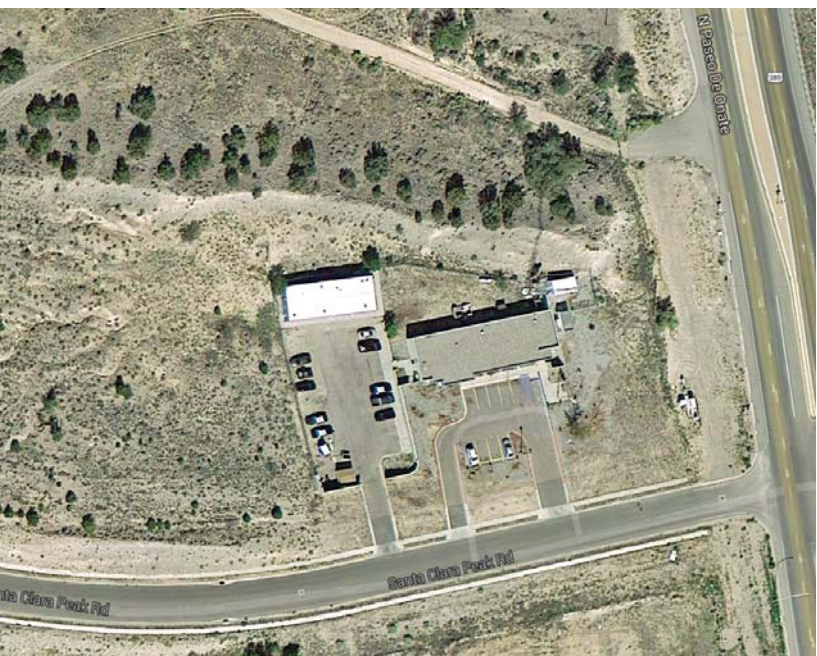
Meeting the budget is a critical component of any successful project. We design to a client's budget, but we are able to do so without sacrificing quality or aesthetics. For example, our management of the Rio Rancho City Hall ensured that it was completed on time and nearly \$200,000 under budget.

Schedule

There are several scheduling issues to consider. First, the speed at which the project must be completed in order to meet the deadline. Second, whether or not the project will be phased and the timing considerations that go along with such a project. Your architect/planner must also be experienced with the realities of public review and entitlement, neighborhood involvement, and the capabilities of the construction industry. Our team's real world involvement in the planning, development, and construction industries provides an in-depth knowledge and understanding of these processes.

PROJECT NAME	YEAR	FINAL COST ESTIMATE	BID AWARD AMOUNT
Nor-Lea Hospital	2013	\$13,265,500	\$12,638,182
Carter Hall	2013	\$5,188,540	\$4,508,750
Hidalgo Medical Services Public Health Facility	2012	\$6,843,295	N/A (CMaR method; not bid)
GSA Runnels Federal Building Tenant Improvements	2012	\$6,500,000	Currently under construction
UNMH Anesthesiology Department Remodel	2012	\$719,085	\$695,000
Christus St. Vincent Wound Center Phase 2	2012	\$424,336	\$424,336
APS Wherry Elementary School	2011	\$3,321,245	\$2,840,000

A4. PROXIMITY



PROJECT LOCATION

The Design Group has active work nearby, at Christus St. Vincent Regional Medical Center in Santa Fe, and make regular trips to the area. Our extensive project experience in northern New Mexico includes the communities of Española, Taos, Cimarron, Santa Fe, Raton.

We were the architects and engineers for the Carlos F. Vigil Middle school located within walking distance from this site.

We will be on site and working with you and the construction team in Española as often as necessary to ensure a successful project for the State of New Mexico.

A5. CAPACITY AND CAPABILITY



DOUG MAJEWSKI,
AIA, NCARB
Principal-in-Charge
The Design Group

Experience:

30 years

Education:

- Masters of Architecture, University of Illinois, Chicago
- Bachelors of Science, University of Illinois Urbana

Registration:

- **Architecture:** NM #3279, CA, IL, AZ, CO

Doug will be the Architect of Record and will lead the team through every phase of the Project. He will attend all major meetings and ensure that each milestone package is complete, coordinated and is meeting the vision and goals of the State of New Mexico.

Relevant Project Experience

- New Mexico Department of Public Safety Texico Port of Entry feasibility study, Texico, NM
- Sandia National Laboratories, Facilities Express Contract, Albuquerque, NM
- Department of Veterans Affairs IDIQ Contract, Southwest Region
- Los Alamos National Laboratories Dining and Fitness, Los Alamos, NM*
- Wheeling Municipal Center (Police, holding, fire, administrative offices), Wheeling, IL*
- Lovelace Healthcare (including administrative and operational facilities), Albuquerque, NM
- University of New Mexico Hospital (including Psych Emergency services), Albuquerque, NM
- Nor-Lea Hospital, Lovington, NM
- Christus St. Vincent Regional Medical Center, Santa Fe, NM
- McDonnell Douglas Corporate Headquarters, St. Louis, MO*



MARK WADE, AIA
Project Manager
The Design Group

Experience: 26 years

Education:

- Bachelor of Architecture, Rice University
- Bachelors of Art in Architecture, Rice University

Registration:

- **Architecture:** NM #2302

As a Principal Architect with the Design Group, Mark brings over 25 years of experience. Mark will serve as Project Manager. He will help establish the design intent of the project and manage the day to day activities among all disciplines.

Mark is responsible for ensuring that the project stays on schedule and on budget. He will also act as the Point of Contact for client communications.

Relevant Project Experience

- Albuquerque Police Department Crime Lab*
 - Department of Veterans Affairs, Southwest Region
 - Los Lunas Substance Abuse Center, Los Lunas, NM
 - UNM Hospital, Psych Emergency Services, Albuquerque, NM
 - UNM Hospital, Masterplanning and Feasibility Study, Albuquerque, NM
 - Nor-Lea General Hospital, Lovington, NM
 - Eastern New Mexico Medical Center, Roswell, NM*
 - Miners' Colfax Medical Center, Raton, NM
 - Hidalgo Medical Services, Silver City, NM
- *previous experience

A5. CAPACITY AND CAPABILITY



JEFF ZELLNER, AIA,
LEED® AP BD+C
Quality Assurance
The Design Group

Experience: 14 years
Education: Masters of Architecture, Texas Tech University;
Bachelors of Architecture, UNM
Registration: **Architecture: NM #4215**, TX, OK

Relevant Project Experience

- Harold Runnels Federal Building Feasibility Study & Design, Las Cruces, NM
- Santa Fe Historic Courthouse Renovations & Historic Preservation, Santa Fe, NM
- GSA First Impressions Projects, TX
- Hidalgo Land Port of Entry Feasibility Study, Hidalgo, NM
- Veterans Administration Offices, Dennis Chavez Federal Building, Albuquerque, NM
- El Paso Historic U.S. Courthouse, El Paso, TX
- Pre-Trial Services Relocation Design, El Paso, TX
- Immigration and Customs Enforcement (ICE) Build-Out, Las Cruces, NM
- Santa Teresa Land Port of Entry Expansion/Remodel, Santa Teresa, NM
- Los Lunas Substance Abuse Center, Los Lunas, NM



ALANA MARRAZZO,
NCIDQ
Interior Designer
The Design Group

Experience: 6 years
Education: Bachelor of Arts, Interior Design, The Art Center &
Design College; Bachelor of Arts, English, UNM
Registration: **NCIDQ #29935**

Relevant Project Experience

- Los Alamos County Judicial Complex/Police Station, Los Alamos, NM*
 - Santa Clara Pueblo Judicial Complex, Española, NM*
 - Department of Veterans Affairs, Southwest Region ID/IQ
 - GSA El Paso Courthouse, El Paso, TX
 - GSA First Impressions Projects, TX
 - Kirtland Air Force Base PJ/CRO RRTC & Logistics Building, Albuquerque, NM*
- *previous experience



DAVID AUBE, PE
Civil Engineer
The Design Group

Experience: 20 years
Education: Masters of Science, Civil Engineering, UNM;
Bachelor of Science, Civil Engineering, UNM
Registration: **Professional Engineer: NM #14221**

Relevant Project Experience

- New Mexico Department of Public Safety Texico Port of Entry feasibility study, Texico, NM
- GSA IDIQ Contract, Southwest Region
- Department of Veterans Affairs, Various Projects, Southwest Region
- Rio Rancho City Hall, Rio Rancho, NM
- AMERIND Building Civil Engineering Services, Santa Ana Pueblo, NM
- NM550 Drainage Improvements, Santa Ana Pueblo NM
- Miners' Colfax Medical Center, Raton, NM
- NMSU Health & Social Services Addition, Las Cruces, NM
- FEMA Drainage Remediation and Mitigation, Santa Ana Pueblo, NM
- Christus St. Vincent Hospital Emergency Department, Santa Fe, NM

A5. CAPACITY AND CAPABILITY



**WILLIAM D.
HERBST, PE**
Electrical Engineer
Bridgers & Paxton

Experience: 33 years
Education: Bachelor of Electrical Engineering, Electrical Engineering, University of Dayton, OH
Registration: **Engineer:** NM # 10695, AZ, CO, CA, TX, and 8 other states

Relevant Project Experience

- White Rock Public Safety Complex and Fire Station, White Rock, NM
- Santo Domingo (Kewa) Pueblo Safety Complex, Santa Domingo Pueblo, NM
- City of Gilbert Public Safety Complex, Gilbert, AZ
- Police Operations Center Data Center Upgrade Phase II, Colorado Springs, CO
- KAFB, PJ/CRO Rescue Recovery Training Center and Logistics Building - Albuquerque, NM



**SCOTT
ATWATER, PE**
Mechanical Engineer
Bridgers & Paxton

Experience: 29 years
Education:
· Bachelor of Science, Mechanical Engineering, Colorado State University
Registration: **Engineer:** NM #15900, CO

Relevant Project Experience

- New Mexico Department of Public Safety (DPS), State Police Forensics Laboratory, Albuquerque, NM
- New Mexico DPS Data Center Upgrades, Santa Fe, NM
- White Rock Public Safety Complex and Fire Station, White Rock, NM
- Santo Domingo (Kewa) Pueblo Safety Complex, Santa Domingo Pueblo, NM
- Albuquerque DOE Complex Safety Project, Albuquerque, NM



**RICHARD
PFEIFFER, PE**
Structural Engineer
QPEC Engineering

Experience: 25 years
Education:
· Bachelor of Science, Engineering, New Mexico State University
Registration: **Engineering:** NM #11155

Relevant Project Experience

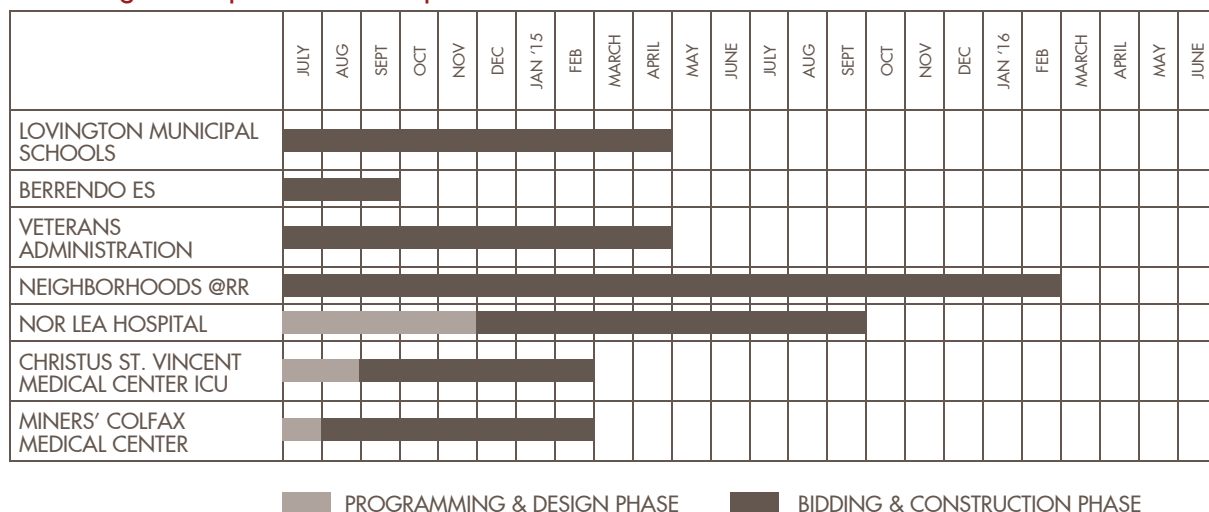
- Santa Fe Historic Courthouse, 2nd Floor Renovations & Historic Preservation, Santa Fe, NM
- GSA ISA Small Business Administration Buildout, Albuquerque, NM
- GSA NM Regional Computer Forensics Laboratory, Albuquerque, NM
- GSA Santa Teresa Port of Entry, Santa Teresa, NM

A5. CAPACITY AND CAPABILITY

CURRENT WORK CAPACITY

The Design Group's proposed team for your project is dedicated to it for the duration. Other DG teams are currently completing working on the projects shown below. Neither these, nor future projects, or any other committed office work will interfere with our team's ability to start immediately and successfully complete the proposed District 7 Building project.

The Design Group - Current Projects



ACCESS TO RESOURCES

The Design Group offers the State of New Mexico a team of experienced design and engineering professionals who have developed a management system that is definable and measurable. Through our experience with larger, complex projects, some requiring over 20 separate consulting disciplines, we understand the value that specialized consultants can offer. Their databases and unique knowledge can quickly develop alternate solutions that otherwise would not be identified by traditional methods. We have a team of specialty consultants ready to assist the City if needed including: Geotechnical, Hazardous Material, Special Seismic, Acoustic, Interiors Buyout, Retail and Commercial Design and Financial Specialists. We will apply our experience and knowledge

concerning your needs on each task and propose the best and most cost effective team to meet the City's specific task goals.

BIM Expertise

The Design Group has led the design and engineering fields in New Mexico in implementing leading-edge Building Information Management (BIM) drafting software for all contract documents. We have a dedicated BIM Specialist on staff who manages the organization and coordination of the architectural and engineering documents.

We utilize the latest version of Revit, and require our engineers to use the same software. Physical building system requirements are identified early and shown graphically, so

A5. CAPACITY AND CAPABILITY

each discipline can economically resolve conflicts before expensive re-do and change orders occur.

Consultant review meetings occur on a regular and timely basis during every phase of the design process. In-house Interim Quality Control reviews occur during every phase of the design process. Comment response logs are utilized to track all questions and concerns, and record resolutions.

Specifications

The Design Group utilizes recognized and field-tested specifications, including AIA Master Specs, DG proprietary specifications, and specific governmental requirements. DG utilizes a dedicated team of experts, involved in the initial stages of every project. The specifications team helps develop early

solutions to meet each project vision, goals, and needs. Construction drawings are kept clear and unencumbered by extensive references and execution details, reducing conflicting redundancy and confusing inconsistent language. By utilizing well-coordinated specifications, the construction management and quality control team can easily use one comprehensive document.

Each milestone will include specifications, starting at preliminary outlines to fully identified components, to final referenced, detailed products and execution requirements.

A6. ORGANIZATIONAL REFERENCES

LARRY DENNIS
Director of Facilities Services
Christus St. Vincent Regional Medical
Center, Santa Fe, NM
505.913.5202

CARLA LINDHARTSEN
Manager
Hidalgo Medical Services, Silver City, NM
505.548.2742

MELISSA VARGAS
Chief of Staff and Strategic Planning
University of New Mexico, Albuquerque, NM
505.277.9703

CLAY H. GATEWOOD, AIA, LEED® AP
Manager, Facilities Planning and
Construction
University of New Mexico Hospital,
Albuquerque, NM
505.249.5692

STUART BLAKELY
Project Manager
General Services Administration,
Albuquerque, NM
505.248.7325

A7. VOLUME OF WORK

ARCHITECT, ENGINEER, LANDSCAPE ARCHITECT and SURVEYOR -- SELECTION COMMITTEE

PROJECT LISTING FORM

(Complete for Offeror and each consultant)
(Use separate sheet for each Firm of Project Team)

FIRM: The Hartman+Majewski Design Group DATE: 07/29/14

	PROJECT DIRECTLY AWARDED TO FIRM	AWARD DATE	CONTRACT DATE	AMOUNT	% COMPLETE
1.					
2.					
3.					
4.					
5.					
TOTAL FEES				N/A	

- Notes: 1. See definitions for calculation of "75% Complete." If any award is not proceeding in contract negotiations, please indicate the status in the "Remarks" below.
2. Fees do not include reimbursable expenses, which include: travel, per diem, printing, telephone or reproduction cost.
3. Federal funds shall be included in project calculations pursuant to 13-1-120B(6).
4. Any Award of Contract that has not resulted in a written contract offer to the Offeror, within 6 months of written notice, shall not be considered an award for the purposes of the Project Listing Form.
5. Contact the FMD Staff Architect or designee if there are ANY questions regarding the correct completion of this form. (Use additional sheets if necessary).

REMARKS:

The Design Group does not currently have any projects with the State which are not 75% complete.

B1. NEW MEXICO PREFERENCE ADVANTAGE

STATE OF NEW MEXICO	
TAXATION AND REVENUE DEPARTMENT	
RESIDENT BUSINESS CERTIFICATE	
Issued to:	THE DESIGN GROUP
DBA:	HARTMAN AND MAJEWSKI DESIGN GROUP 120 VASSAR DR. SE STE 100 ALBUQUERQUE, NM 87106
Expires:	13-Dec-2014
Please verify current status of Certificate by contacting Taxation and Revenue Department	
Pursuant to Sections 13-1-21 and 13-1-22 NMSA 1978 the Person or Business Named Herein has met the statutory requirements and has been awarded a Resident Business Certificate.	
Certificate Number:	L2042879552
	 Demesia Padilla, CPA, Cabinet Secretary
THIS CERTIFICATE IS NOT TRANSFERABLE	

B2. INSURANCE CERTIFICATE



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
10/10/2013

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Fenner & Esler 467 Kinderkamack Road P. O. Box 60 Oradell NJ 07649-0060		CONTACT NAME: Timothy Esler PHONE (A/C No. Ext): (201)262-1200 FAX (A/C No.): (201)262-7810 E-MAIL ADDRESS: 	
INSURED The Hartman + Majewski Design Group 120 Vassar Drive, SE Suite 100 Albuquerque NM 87106		INSURER(S) AFFORDING COVERAGE INSURER A: The Travelers Indemnity Co. NAIC # 25658 INSURER B: RLI Insurance Company 13056 INSURER C: INSURER D: INSURER E: INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** Master 13-14 **REVISION NUMBER:**
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR VWD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY			6802C477761	10/11/2013	10/11/2014	EACH OCCURRENCE \$ 1,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						MED EXP (Any one person) \$ 10,000
							PERSONAL & ADV INJURY \$ 1,000,000
							GENERAL AGGREGATE \$ 2,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						PRODUCTS - COMP/OP AGG \$ 2,000,000
	<input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC						\$
A	AUTOMOBILE LIABILITY			BA2C481184	10/11/2013	10/11/2014	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
	<input checked="" type="checkbox"/> ANY AUTO						BODILY INJURY (Per person) \$
	<input type="checkbox"/> ALL OWNED AUTOS	<input type="checkbox"/> SCHEDULED AUTOS					BODILY INJURY (Per accident) \$
	<input type="checkbox"/> HIRED AUTOS	<input type="checkbox"/> NON-OWNED AUTOS					PROPERTY DAMAGE (Per accident) \$
							\$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR			CUP002C482629	10/11/2013	10/11/2014	EACH OCCURRENCE \$ 2,000,000
	<input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE						AGGREGATE \$ 2,000,000
	DED <input checked="" type="checkbox"/> RETENTION \$ 10,000						\$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY			UB3959T971	10/11/2013	10/11/2014	<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	Y/N <input checked="" type="checkbox"/> N	N/A				E.L. EACH ACCIDENT \$ 1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE \$ 1,000,000
							E.L. DISEASE - POLICY LIMIT \$ 1,000,000
B	Professional Liability			TBD	10/11/2013	10/11/2014	Per Claim Limit \$2,000,000 Aggregate Limit \$2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
Additional Insured - Certificate Holder as respects general liability where required by written contract.
For Proposal Purposes Only

CERTIFICATE HOLDER

The Design Group 120 Vassar Drive SE Suite 100 Albuquerque, NM 87106	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE Timothy Esler/MICHEL
---	---

ACORD 25 (2010/05)

INS025 (2010/05) 01

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B3. PERFORMANCE SURETY BOND

Not Applicable for Architectural Services.

B4. ABILITY TO SECURE E&O INSURANCE

The Design Group currently holds Errors & Omissions Insurance.

Please see item B2 for our current certificate.

B5. CLAIMS HISTORY

Please see the letter from our insurance carrier on the next page.

The claim that referred to is a civil engineering claim for a private residence where we were not the civil nor architectural designers for the house. We were simply helping a homeowner who had some structural construction issues with their contractor. Unfortunately, while we admitted no liability and do go into mediation, our insurance company elected to settle rather than go to court to defend us as the lower cost option.

B5. CLAIMS HISTORY



July 28, 2014

The Hartman + Majewski Design Group

120 Vassar Drive, suite 100
Albuquerque, NM 87106

RE: Professional Liability 5-year paid claims history

- New Mexico General Services Department (GSD)

RE: A/E Services for the Department of Public Safety District 7 Building (Police Facility) in Espanola, New Mexico.

Dear New Mexico General Services Department (GSD):

Please be advised that my firm has placed The Hartman + Majewski DG's Professional Liability [E&O] program through an AM Best rated A+ carrier [RLI Insurance Co] that includes "prior acts" coverage for their professional service. Their policy is a claims-made and reported program with a retroactive date of 2002. Their current policy for \$2m per claim / \$2m annual aggregate limits is not encumbered by any claims as of this date. In addition, The Hartman + Majewski DG has had only one [1] professional liability claims during the past 5 policy periods [\$50k paid claim in 2010 – the matter is closed with no reserve.]

I trust that this meets with your approval. Please feel free to call me directly with any questions regarding same at tesler@fenner-esler.com or 201-262-1200 x208

Best regards-

**Timothy
P. Esler,
CPCU**

Timothy P. Esler, CPCU
President

Digitally signed by: Timothy P. Esler,
CPCU
DN: CN = Timothy P. Esler, CPCU C =
US O = Fenner Esler Agency, Inc OU =
Fenner Esler
Date: 2014.07.28 21:09:15 -05'00'

THE PROFESSIONAL'S CHOICE

467 Kinderkamack Rd.	Phone: (201) 262-1200	www.fenner-esler.com
Oradell, NJ 07649	Fax: (201) 262-7810	tesler@fenner-esler.com



B6. LETTER OF TRANSMITTAL

Letter of Transmittal Form

RFP#: 14-350-0050-5504

Offeror Name: The Hartman+Majewski Design Group

Items #1 to #7 EACH MUST BE COMPLETED IN FULL Failure to respond to all seven items WILL RESULT IN THE DISQUALIFICATION OF THE PROPOSAL!

1. Identity (Name) and Mailing Address of the submitting organization:

The Hartman+Majewski Design Group

120 Vassar Drive SE, Suite 100

Albuquerque, NM 87106

2. For the person authorized by the organization to contractually obligate on behalf of this Offer:

Name Doug Majewski, AIA, NCARB

Title Principal Architect, CEO

E-Mail Address dmajewski@designgroupnm.com

Telephone Number 505.242.6880

3. For the person authorized by the organization to negotiate on behalf of this Offer:

Name Doug Majewski, AIA, NCARB

Title Principal Architect, CEO

E-Mail Address dmajewski@designgroupnm.com

Telephone Number 505.242.6880

4. For the person authorized by the organization to clarify/respond to queries regarding this Offer:

Name Doug Majewski, AIA, NCARB

Title Principal Architect, CEO

E-Mail Address dmajewski@designgroupnm.com

Telephone Number 505.242.6880

5. Use of Sub-Contractors (Select one)

 No sub-contractors will be used in the performance of any resultant contract OR

 X The following sub-contractors will be used in the performance of any resultant contract:

Bridgers & Paxton Consulting Engineers (MEP), Quiroga-Pfeiffer Engineering Corp. (Structural)

(Attach extra sheets, as needed)

6. Please describe any relationship with any entity (other than Subcontractors listed in (5) above) which will be used in the performance of any resultant contract.


The Design Group has no legal or financial relationship with any entity used in the performance of this contract.

(Attach extra sheets, as needed)

7. X On behalf of the submitting organization named in item #1, above, I accept the Conditions Governing the Procurement as required in Section II. C.1.

 X I concur that submission of our proposal constitutes acceptance of the Evaluation Factors contained in Section V of this RFP.

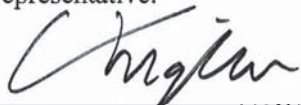
 X I acknowledge receipt of any and all amendments to this RFP.

 July 29, 2014
Authorized Signature and Date (Must be signed by the person identified in item #2, above.)

B7. CAMPAIGN CONTRIBUTION DISCLOSURE FORM

—OR—

NO CONTRIBUTIONS IN THE AGGREGATE TOTAL OVER TWO HUNDRED FIFTY DOLLARS (\$250) WERE MADE to an applicable public official by me, a family member or representative.



Signature

07/29/14

Date

Principal Architect, CEO

Title (Position)

B8. EMPLOYEE HEALTH COVERAGE FORM

New Mexico Employees Health Coverage Form

1. For all contracts solicited and awarded on or after January 1, 2008: If the Offeror has, or grows to, six (6) or more employees who work, or who are expected to work, an average of at least 20 hours per week over a six (6) month period during the term of the contract, Offeror must agree to:

(a) have in place, and agree to maintain for the term of the contract, health insurance for those employees and offer that health insurance to those employees no later than July 1, 2008 if the expected annual value in the aggregate of any and all contracts between Contractor and the State exceed one million dollars or;

(b) have in place, and agree to maintain for the term of the contract, health insurance for those employees and offer that health insurance to those employees no later than July 1, 2009 if the expected annual value in the aggregate of any and all contracts between Contractor and the State exceed \$500,000 dollars or

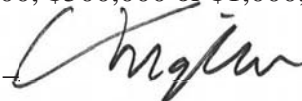
(c) have in place, and agree to maintain for the term of the contract, health insurance for those employees and offer that health insurance to those employees no later than July 1, 2010 if the expected annual value in the aggregate of any and all contracts between Contractor and the State exceed \$250,000 dollars.

2. Offeror must agree to maintain a record of the number of employees who have (a) accepted health insurance; (b) decline health insurance due to other health insurance coverage already in place; or (c) decline health insurance for other reasons. These records are subject to review and audit by a representative of the state.

3. Offeror must agree to advise all employees of the availability of State publicly financed health care coverage programs by providing each employee with, as a minimum, the following web site link to additional information <http://insurenwnewmexico.state.nm.us/>.

4. For Indefinite Quantity, Indefinite Delivery contracts (price agreements without specific limitations on quantity and providing for an indeterminate number of orders to be placed against it); these requirements shall apply the first day of the second month after the Offeror reports combined sales (from state and, if applicable, from local public bodies if from a state price agreement) of \$250,000, \$500,000 or \$1,000,000.

Signature of Offeror: _____



Date 07/29/14

B9. PAY EQUITY REPORTING

The Design Group agrees with the requirements of reporting, as defined in Section II.D of the RFP.